

B. Sc. in IBE Students: How to register for language courses at OVGU?

Apply online for “Academic Skills” March 30th, 2020!

The 2nd semester **modul (summer term)** “Academic Skills” is a compulsory module for all IBE students and it will be offered only in the summer term. All IBE students in their 2nd semester must register for this module. The registration line is open from March 30th, 2020.

Note:

Regular attendance of language classes, including “Academic Skills” is a strict precondition for the registration to examinations of the required module for all students

In contrast to other compulsory modules of the faculty **IBE students need to register for all classes offered by the Language Center (Sprachenzentrum)**. For this registration all student need to be enrolled and they must have a valid student ID and activated OVGU email account.

The obligatory registration needs to be done online via moodle platform. Please go to the homepage of the Language Center/ Sprachenzentrum:

http://www.sprz.ovgu.de/Fremdsprachen/Englisch/Academic+Skills+_+Methods/International+Business+and+Economics%28Bachelor%29.html

Step-by-step list:

1. Activate your OVGU email account. In order to activate the account go to:
[OVGU account activation portal](#).
2. After activating the OVGU account go to following address <http://www.sprz.ovgu.de/> and there click on “Moodle” on the top.



3. On the right side of the page you can see OVGU login platform. Enter your OVGU username and password then click “Login”.

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No warranties taken for any mistakes or changes as a strict rule.*



- After logging into moodle, you can change the language of the page on the right side of the page by clicking “Deutsch (de)” from the menu. Pick the language you wish to work in.



- After changing the language of the page, on the left-hand column you will see a box titled “Meine Kurse/ My Courses”. Click on “Alle Kurse/ All Courses” to see the course categories.



- From there you will see all the courses offered by the OVGU Language Center.

MOODLE SPRZ > Course categories

Course categories

Kurse WiSe 2018–19

- Arabisch
- Chinesisch
- Deutsch als Fremdsprache
- Englisch
- Französisch
- Italienisch
- Japanisch
- Polnisch
- Rhetorik, Sprechtraining, Phonetik
- Russisch
- Schwedisch
- Spanisch

7. Click on the language (**English**) you want to enroll, from there you will see the groups and the level of courses which are offered by the center. Click on the level/group which suits your schedule the best.

The screenshot shows a user interface for course enrollment. On the left, under 'Course categories', there is a list of languages: Kurse WiSe 2018-19, Arabisch, Chinesisch, Deutsch als Fremdsprache (highlighted in red), Englisch, Französisch, Italienisch, Japanisch, Polnisch, Rhetorik, Sprechtraining, Phonetik, Russisch, Schwedisch, and Spanisch. A red arrow points from the 'Deutsch als Fremdsprache' category to the right side of the screen. On the right, under 'Course categories: Kurse WiSe 2018-19 / Deutsch als Fremdsprache', there is a table titled 'Courses' with two columns: 'Courses' and 'Actions'. The table lists various German language courses categorized by level (A1.1, A1.2, A2.1, A2.2, B1.1, B1.2, B2.1, B2.2, C1.1, C1.2) and group (Gruppe 1, Gruppe 2, Gruppe 3, Gruppe 4). Each entry has a small icon next to it.

Courses	Actions
DaF, A1.1 (Gruppe 1)	
DaF, A1.1 (Gruppe 2)	
DaF, A1.1 (Gruppe 3)	
DaF, A1.1 (Gruppe 4) (PhD students)	
DaF, A1.2 (Gruppe 1)	
DaF, A1.2 (Gruppe 2) (DZNE)	
DaF, A2.1 (Gruppe 1)	
DaF, A2.1 (Gruppe 2)	
DaF, A2.1 (Gruppe 3) (GRIAT)	
DaF, A2.1 (Gruppe 4)	
DaF, A2.2	
DaF, B1.1 (Gruppe 1)	
DaF, B1.1 (Gruppe 2)	
DaF, B1.2	
DaF, B2, Intensivkurs	
DaF, B2.1 (Gruppe 1)	
DaF, B2.1 (Gruppe 2)	
DaF, B2.2	
DaF, C1, Intensivkurs	
DaF, C1.1	
DaF, C1.2	

8. Afterwards click on the group, and than on the “Enroll me” button at the end of the page. Finally you will receive a mail to your university account stating that you are in the waiting list as the courses are often oversubscribed, there are waiting lists. Within the couple hours you will be shifted to participants list if there are places available.

Further details for IBE students:

- ❖ Enrollment required for:
2nd foreign language (1st semester), 10 ECTS (for one level and for no fees)
Academic Skills IBE (2nd semester), 5 ECTS
English Unicert IV (3rd, 4th semester); 10 ECTS
- ❖ 2nd foreign language choices: Spanish, French, Russian, Swedish, Italian and for international students: German as a second foreign language (DAF);
- ❖ Choose the group with the classes which fits with your class schedule;
- ❖ If the class is full, put your name on the waiting list. Important here: your name on only 1 waiting list!
- ❖ If you cannot register online in time, go to head of the English/German department or see the Study Program Counselor in the ISP Office (building 22, B 006)

Be informed, there are always more applicants than places for language courses and the waiting list is usually long. Because of that we recommend, if you received an acceptance email from the language department, that means a place in a language class and you cannot attend the first language class, send an absence note, prior to the teacher. If you don't do so, you will be removed from the list automatically and somebody else will be given your place.

Contacts:

Head of the English department:

Building 40, part C, room

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SIMP-SON Team

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